

**Foxboro Board of Water and Sewer Commissioners**  
**Meeting Minutes**  
**August 18, 2014**

Members in Attendance: Michael Stanton, Chairman, Richard Pacella, Vice-Chairman  
Robert Garber, Clerk  
Others in Attendance: Roger Hill, DPW Director; Robert Worthley, Superintendent

The meeting was called to order at 7:00 p.m. by Chairman Stanton.

There was a discussion regarding the Gillette Stadium Traffic and Access Improvements. Roger Hill sent a letter to VHB about the existing prescriptive easement and the work that would have to be done in the areas of Pierce and Pine Streets with regard to replacement of pipe and excavation and backfill. He has not had a response to the letter, so there is no further action to be taken at this time.

The second item on the Agenda was the Office Space for the Water Department. Chris Gallagher is working on a schematic with Vanguard. There was some discussion about adding a second floor for office space to the building that the Highway Department is building on Elm Street. This does not seem like a good idea, because the additional costs would add different requirements, including an elevator for handicap accessibility, etc. There is also a need for an indoor heated storage area for the DPW and Water Department equipment. Right now it is being stored at the Fire Station.

With regard to the sewer issues, Bob Swanson went to the IMA meeting. Bob has not updated the Commission with the results of the meeting.

Rules and Regulations need to be in place. Roger Hill will have a draft done by the end of September. Also, a general sewer meeting needs to be set up at a later date.

A new Information Technology Director has started working. His goal is to bring the various systems together so that they can run smoothly. Bob Worthley said that some of the deficiencies have been resolved, but there are improvements that need to be made. In the MUNIS Utility Billing System, There was updated customer information that was inputted into the system, but was lost, and it seemed to re-set itself and go back to the old information. Updated customer names and addresses are being re-corrected in the system. The in-house payroll system is mostly done. The payroll is calculated in the department and submitted to the Finance Department. Later in the afternoon, it is then returned to the department to confirm all dollar amounts, signed, and returned to Finance. This is very time consuming, because the names and hours worked for each individual have to be checked manually. It appears that our new IT person should attend the next meeting to bring the Commissioners up to date. Roger Hill suggested looking into ADP or some other payroll service, or at least finding a better way to verify payroll.

Roger Hill was in touch with Stephen Madaus with regard to outdoor advertising. He sent everything to Steve Madaus and it would be advisable for Steve and Mr. Keegan to come in for a meeting.

Bob Worthley had a call from a family at 16 Sherman Street. They are adding a bedroom and they were inquiring about tying into the sewer. Bob Worthley will email the family's contact information to Roger Hill.

Superintendent's Report:

1. The fine for tampering with water meters is currently \$250. There is a recent law, M.G.L. c. 169, §11 that increases the fine to \$1,000. Upon motion duly made and seconded, it was unanimously voted to increase the fines per the Massachusetts laws.

As a note, a contractor at Patriot Place cut some of the water meters and backflow from the walls and turned off the water without notice. Roger Hill will talk to Steve Madaus and have him ask the Town Attorney to issue a cease and desist order.

2. The pool/ice skating rink abatements have been in place for many years. The abatements are for sewer usage and there is a cost to us to figure the abatement amount. We need to develop a rate. There was a motion duly made and seconded to discontinue the abatements; however, after further discussion, it was unanimously opposed. Rather than discontinue the abatements, we will calculate the cost. It may be less expensive to the individuals to pay the sewer charge than it would be to pay the cost associated with the abatements. We will have further discussions.
3. The \$100 rebates for the use of low flow toilets is given across the board; even to customers who have delinquent water bills. We will make it a requirement that only customers in good standing (i.e. no delinquent water bills) will receive the rebates.

Mike Stanton asked about the "Iron Triangle" problems. Bob Worthley reported that we have come a long way, but he wants to wait another cycle before declaring that the problem is solved.

The next meetings are scheduled as follows:

8/25/14  
9/8/14  
9/22/14  
10/6/14  
10/20/14

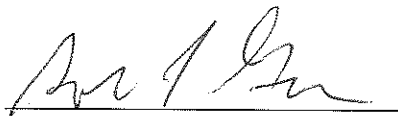
A motion to adjourn was made by Robert Garber at 8:00 p.m.

Respectfully Submitted,

Suzanne L. Zinni

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These minutes of August 18, 2014 were approved on August 25, 2014



Robert T. Garber, Clerk